

State of Wisconsin\Government Accountability Board

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JUDGE THOMAS BARLAND
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DATE: April 7, 2014

TO: Wisconsin County Clerks
Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Milwaukee County Election Commission

FROM: Michael Haas
Elections Division Administrator

Allison Coakley
Training Officer

SUBJECT: Election Administration/SVRS Training Survey

As we prepare for the 2014 fall elections, and in an effort to maximize our resources and better serve our clerk-partners, we are surveying county and municipal clerks to determine your needs for election administration and SVRS training this summer and early fall.

Election administration training consists of Municipal Clerk Core training and Baseline Chief Inspectors training for new municipal clerks and new chief inspectors, respectively. Clerks or chief inspectors that lost their certification at the end of their respective terms also need to retake the basic certification class. Both types of training classes will be conducted using a combination of certified clerk-trainers composed of experienced county and municipal clerks and online live webinars conducted by Board staff for instruction.

SVRS Application, Election Management/HAVA Interface training consists of the 2-day beginning training series to gain full access to the system. Clerks new to SVRS will be given scheduling and seating priority. Absentee Process training is an elective SVRS class for clerks who are taking or have taken the beginning training series.

In addition, due to the positive feedback we received from our clerk partners and other local election officials, we are developing another year of our Election Administration and SVRS Training webinar series, scheduled to begin in July. We are asking for your input about topics you would like us to cover to help you and your election inspectors perform your job duties effectively and confidently.

Please complete and submit the following survey by Friday, April 25, 2014. Thank you for your continued cooperation. If you need assistance, please contact Allison Coakley: allison.coakley@wi.gov or (608) 261-2033.

[Take the Election Administration/SVRS Training survey!](#)